

Kansas Arts Leadership Application Scoring Rubric – 60 points total

1. Quality of Program and Ability of Applicant to Accomplish Program (50 points)	
1.a. Proposal Narrative - 15 points	
Score	Description
0-1 point - poor	Artistic quality and educational value are unclear, disjointed, vague, unfocused, unrealistic, disconnected from participants. Narrative does not answer all questions adequately or clearly. Does not consider participants' learning goals or abilities; community impact and/or relevance unclear.
2-5 points - fair	Artistic quality, educational value are described but mediocre. Narrative is adequate, but content lacks innovation, description is stilted/uninspired. Learning goals do not seem fully connected or integrated into program purpose or vision. Relevance and impact are minimal, overstated or lack connection to community and participants.
6-13 points - good	Artistic quality, educational value and community impact are clear, well thought-out, organized, innovative, engaging and relevant to participants and the community. Learning goals are integrated into the program vision.
14-15 points - exceptional	Artistic quality, educational value and community impact are extraordinary. Program is unusually interesting, engaging and innovative. Learning goals are fully integrated into the vision and agency mission.
1.b Curriculum Guide - 10 points	
Score	Description
0-2 points - poor	Guide does not provide a clear picture of program activities and content. Planning, progression, educational approach are unclear, disorganized, confusing, disconnected, and/or unfocused. Lesson plans are not present or are unclear, incomplete, or not connected to arts learning goals and philosophy. No educational resource materials referenced or listed.
3-5 points - fair	Guide provides a minimal picture of program activities and content. Planning, progression, educational approach are outlined, but lack context, innovation or are directly copied from other source material. Lesson plans are present, but are minimal, uninspired or weakly connected to participant age and abilities, arts learning goals and vision. Use of educational resource materials is limited or is unclear.
6-8 points - good	Guide provides a clear, solid picture of program activities and content. Planning, progression, educational approach are clearly outlined and well organized. Lesson plans are present; activities are thoughtful, innovative and clearly consider participant age and abilities as well as arts learning goals and program philosophy. Demonstrates familiarity with and use of educational resource materials.

9-10 points - exceptional	Guide provides a clear, solid picture of engaging, inspiring activities and program content in an attractive, accessible way. Planning, progression, educational approach are clear and well-organized, thoughtful, and informative. Lesson plans are exemplary; activities are inspired, innovative and attuned to participant age and abilities, as well as arts learning goals and program philosophy. Demonstrates familiarity with and use of current educational resource materials.
1.c. Evaluation plan - 5 points	
Score	Description
0 points - poor	Insufficient, unrealistic or unclear plan. Does not evaluate one or more of the stated learning goals, or is too wide in scope, overly complicated and/or does not connect to program purpose or vision. No clear plan or purpose for use of data.
1-2 points - fair	Plan is outlined and evaluates one or more of the stated goals, but is too wide in scope, unrealistic, overly complicated or weakly connected to program purpose. No clear plan or purpose for use of data.
3-4 points - good	Plan is clear and realistic. Evaluates one or more of the stated learning goals. Has a realistic scope and uses simple, efficient evaluation method. Evaluation has clear use and connection to program purpose. Plans to use data to inform program development are evident.
5 points - exceptional	Plan is clear, realistic and efficient. Evaluates one or more of the stated learning goals. Has a realistic scope and uses simple, efficient, multi-tiered methods of gathering data in efficient, clear ways. Evaluation includes a community input and has clear use and connection to program purpose. Use of data to inform program development is clear.
1.d Biographies - 5 points	
Score	Description
0 points - poor	Insufficient, incomplete bios that do not provide a picture of program staff and/or application does not clearly include artists as teachers.
1-2 points - fair	Bios are for administrative staff only and/or are too long, unedited, are merely a resume list, or give information about the teaching artists irrelevant to artistic ability, professional and/or teaching experience. Overall, staff includes artists, but program roles are not clear or are confusing.
3-4 points - good	Bios are clear, concise, and provide information about the staff's professional experience, roles in the program and areas of expertise in teaching the arts and arts education. Overall, staff has solid professional expertise. Application includes artists with teaching experience.
5 points - exceptional	Bios are clear, concise and provide clear picture of a highly qualified, experienced, diverse program staff. Staff includes artists who are both experienced teachers and active artists.

1.e Program budget - 5 points	
Score	Description
0 points - poor	Program budget is insufficient, incomplete, or incorrect (with arithmetic errors).
1-2 point - fair	Program budget lacks detail, is unclear and/or unrealistic (either too small or too large for program scope and goals). ,Use of KAC funds, in-kind donations and partnership contributions, match and other sources of funding are generalized, seem random or unrealistic. No arithmetic errors.
3-4 points - good	Project budget is clear, realistic and somewhat detailed. More detail would be useful to clarify expenses and revenue. No arithmetic errors.
5 points - exceptional	Project budget is detailed, clear, and realistic, leaving no questions about the use of funds and sources of revenue. No arithmetic errors.
1.f Advisory Committee - 5 points	
Score	Description
0 points - poor	Advisory committee is comprised of board members only.
1-2 points - fair	Advisory committee has one or two members of the community in addition to board members.
3-4 points -good	Advisory committee has at least two members of the community in addition to board members and includes program partners.
5 points - exceptional	Advisory committee has more than three members of the community in addition to board members, and includes program partners, a program participant and parents of program participants.
1.g Support materials - 5 points	
Score	Description
0 points - poor	No materials or they are disorganized, incomplete, and/or application includes materials not relevant to the educational activities or contents of the application.
1-2 points - fair	Includes poor quality and/or irrelevant brochures, catalogues, and published print articles; no photographs of participant work.
3-4 points - good	Includes good quality and relevant brochures, catalogues, published print articles, hard or digital copies of photos and/or weblinks, as well as letters of support from community members and/or participants.
5 points - exceptional	Includes brochures, catalogues, published print articles that are of high quality and specific to the program; letters of support from participants, parents and community members; and weblinks to examples of program activities. The materials strongly convey the impact of the program.
2. Application Organization and Clarity (10 points)	

2.a Checklist order - 4 points	
Score	Description
ineligible	Checklist items missing
0 points	Application materials are out of checklist order.
4 points	All items in checklist order
2.b Spelling and grammar - 3 points	
Score	Description
0 points - poor	Typos, spelling mistakes and grammatical errors throughout.
1 point - fair	Application is mostly free of typos, spelling mistakes and grammatical errors.
2 points - good	Application has one typo, spelling mistake or grammatical error.
3 points - exceptional	Application is completely free of spelling mistakes and grammatical errors.
2.c Quality of Grantsmanships - 3 points	
Score	Description
0 points - poor	Writing is disorganized, hard to follow, wordy or rambling and/or overly long.
1 point - fair	Writing is vague and imprecise but conveys a general sense of the program.
2 points - good	Writing is clear, concise and specific and conveys the project well.
3 points - exceptional	Writing is informative, clear, organized, concise, well done, easy to read, and enables the reader to visualize and understand the value of the program for the participants.